



New Jersey Commission on Science, Innovation and Technology

Notice of Funding Availability

For

Pilot Clean Tech Demonstration Grant Program

The New Jersey Commission on Science, Innovation and Technology (CSIT) in collaboration with the New Jersey Economic Development Authority (NJEDA) will begin accepting applications to the Pilot Clean Tech Demonstration Grant Program (Pilot Clean Program). Applications to the Pilot Clean Program shall be submitted using CSIT's online application portal. The pre-application portal will be open from **Wednesday, December 7, 2022, at 10AM to Friday December 30, 2022, at 5PM EST.** The full application portal will be open from **Monday, December 12, 2022, at 10AM to Friday February 3, 2023, at 5PM EST.** Access to the application portal can be found on the CSIT's Program page (<https://www.njeda.com/pilot-clean-tech-demonstration-grant-program/>)

Purpose

This grant opportunity is issued by CSIT in collaboration with NJEDA, seeking applications from qualified applicants for Pilot Clean Tech Demonstration Grant Program (Pilot Clean Program) to support New Jersey based companies accelerate the commercialization and deployment of innovative clean energy technologies

Overview

The Pilot Clean Program has a total budget of \$2,500,000 for awards. Funding for the program is provided by the New Jersey Board of Public Utilities (NJBPU). The Pilot Clean Program will be implemented by the CSIT and administrative and technical support will be provided by NJEDA staff. The goal of the Pilot Clean Program is to support New Jersey based companies to accelerate the commercialization and deployment of innovative clean energy technologies by demonstrating capabilities in a real-world setting. Companies must be developing or testing clean technologies intended to avoid emissions of, or recapture of, greenhouse gases and/or criteria pollutants, or to enable such avoidance or recapture.

The Pilot Clean Program is for companies developing or testing clean technologies intended to avoid emissions of, or recapture, greenhouse gases and/or criteria pollutants or to enable such avoidance or recapture in the following target areas:

- Chemicals/Advance Materials
- Energy Distribution/Storage
- Energy Efficiency
- Energy Generation
- Green Buildings
- Transportation
- Waste Processing
- Water and Agriculture

Eligibility

Each applicant to the Pilot Clean Program must meet the following eligibility criteria at the time of application and throughout the review process:

- Authorized and in good standing to conduct business in New Jersey as evidenced by a current New Jersey tax clearance certificate.
- Have no more than 50 full-time equivalent employees (FTE) as calculated on a 35-hour work week) at time of application.
- Have a minimum of two FTE.
- Fifty percent or more of the work of its employees, including founders and contractors, is conducted in New Jersey (calculated on an FTE basis of 35 hours per week).
- The Pilot Clean Program project must be conducted in New Jersey and is defined as the core project posed by the applicant.
- Applicant has less than five million dollars in previous calendar year sales revenue.
- The proposed project must be between TRL 6 (Prototype System Verified) to TRL 8 (System Incorporated in Commercial Design).

Program Details

Eligible applicants can propose a project of up to 24 months in duration and with a maximum budget of \$250,000. Applicants have an opportunity to request a three-month no cost extension, which CSIT may approve at its sole discretion. The Pilot Clean Program funds are intended for specific clean tech/clean energy-related demonstration project (Project). All expenses submitted as part of the budget proposal must be specifically related to the particular Project for which this grant is sought.

The following expense categories are ineligible for funding the Project:

- Marketing and customer discovery specific to the innovation
- Any expenditures incurred before the “Effective date” the date representing the last date of execution of the grant agreement
- Fees related to conferences or events.

In addition, no more than 10 percent of the budget proposed for the Project, in the aggregate, may be spent on intellectual property patent prosecution and licensing-related expenses.

Please note: CSIT reserves the right to make changes to budget submissions if there are any proposed ineligible expenditures outside the scope of the Pilot Clean Program.

Disbursement of funds

Funds will be dispersed when pre-determined milestones are reached. Each milestone will have deliverables, which must be submitted and approved by CSIT before receiving the funding for that specific milestone. Upon execution of the grant agreement, sixty percent of the approved project budget request will be disbursed. Thirty percent will be disbursed at the completion of the proposed milestones and the remaining ten percent upon completion of the project and acceptance of the final report.

Application Process

Applications to the Pilot Clean Program must be submitted using CSIT's online application portal. Access to the application Portal can be found on the CSIT's Program page (<https://www.njeda.com/about/Public-Information/CSIT>).

The pre-application portal will be open from **Wednesday, December 7, 2022, at 10AM to Friday December 30, 2022, at 5PM EST**. All applicants must begin their application by completing the pre-application portion of the application, including the letter of intent. CSIT will review the pre-application portion of the application and contact the applicant to review eligibility as required.

The full application ortal will be open from **Monday, December 12, 2022, at 10AM to Friday February 3, 2023, at 5PM EST**. Once the pre-application has been reviewed with CSIT, applicants may move forward with the submission of a full application. A document completeness review will be done by CSIT on a rolling basis as applications are received.

All applications to the Pilot Clean Program **must** include the following documentation:

- A. Completed online application, including Budget and Milestone Proposals (link to Excel templates provided in the application and CSIT website <https://www.njeda.com/pilot-clean-tech-demonstration-grant-program/>) and uploaded results from Technology and Readiness Technology Calculator Excel file (link to calculator provided in the application and CSIT website <https://www.njeda.com/pilot-clean-tech-demonstration-grant-program/>).
- B. Letter of intent executed by and between the applicant and a Strategic Partner. A Strategic Partner is an entity that confirms willingness to support the pilot demonstration project and may receive of some of the funding as a demonstration site to support testing and validation of project.

- C. Employee information, as appropriate, for applicable company structure and staffing (i.e. most recent NJ WR-30 (W2 employees) or 1099 (contractors), Shareholder Agreement or K-1 or offer letters). Please note that if a Professional Employment Organization (PEO) is utilized, the applicant must submit confirmation of PEO-A form issued by the New Jersey Department of Labor (DOL). These confirmations are issued on an annual basis and are valid for a year. See <https://www.nj.gov/labor/ea/employer-services/leasing-companies/> for additional information on PEOs.
- D. Summary of most recent internal payroll, indicating each employee name, including founders, and number of hours worked per week.
- E. Most recent company tax filing, federal 941, and either an NJ-CBT-100 (Schedule A), Form- 1065 or Form -1040 (Schedule C), or whichever is applicable to the organizational form of the applicant’s business, showing the total gross receipts or sales for the year.
- F. Current New Jersey tax clearance certificate addressed to New Jersey Commission on Science, Innovation and Technology. See https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp. Certificates addressed to another state agency will be rejected.
- G. If applicable, copy of a New Jersey Women/Minority/Veteran owned business certification <https://www.njportal.com/DOR/SBERegistry/Default/>.
- H. Signed application certification.
- I. Completed CSIT Legal Debarment Questionnaire.

Applicants with missing documentation will be notified and given 10 business days to submit missing documents. Applicants should submit missing documentation electronically to csitcleandemo@njeda.com with the email subject line “Pilot Clean Tech Demonstration Grant Program-Missing Documentation Submission - [Company Name].”

Applicants who have submitted complete applications will have an opportunity to hold a virtual presentation. Virtual presentations will not be scored and are optional.

Only complete applications will be evaluated and scored. After the Applicant’s Extension Time, any application that does not include ALL of the documents specified or contain documents that have not been completed will be considered incomplete and will not be evaluated. Full applications submitted with evidence of a pending request for documentation from a New Jersey agency will be considered complete for scoring purposes. However, missing documentation MUST be received prior to submission to the CSIT Board for approval of an award. An evaluation committee comprised of CSIT and NJEDA staff will review and assign a score to each application.

Evaluation Process

The evaluation committee, consisting of CSIT and NJEDA staff, will score each application against the basic and bonus point scoring criteria outlined below. As part of the process, all complete applicants will be invited to make a brief virtual presentation. The evaluation committee may contact applicants for clarification on their technical proposal or budget submissions. Please note these communications will be only for clarification purposes only. Applicants will not be allowed to submit any new information pertaining to their application. At the end of the review period, the CSIT Board will make final decision on grant winners.

Applicant grant winners will be required to execute a grant agreement outlining the funding amount, terms, and conditions of the grant. The initial grant funds disbursement will not be made until the execution of such grant agreement.

Scoring Criteria

All complete applications, will be evaluated and points will be awarded based on the following criteria:

- Innovation (up to 15 points)
- Market Opportunity (up to 15 points)
- Feasibility (up to 10 points)
- Economic & Environmental Impact (up to 10 points).

All complete applications will be evaluated and scored against the above criteria and assigned a score. To be considered for an award, the application must receive an aggregate minimum score of 30 points on the above criteria.

Bonus points may be awarded to applicants that meet the minimum score of 30 points as follows:

- New Jersey Certified women-owned business (10 points)
- New Jersey Certified minority-owned business (10 points)
- New Jersey Certified veteran- owned business (10 points)
- Application using technology initially developed at a New Jersey university, under an executed license agreement (5 points)
- Primary place of business/research and development located within an opportunity zone eligible census tract or government restricted municipality (5 points).

Additional Terms and Conditions

As part of the review process, CSIT conducts sister-agency checks with the New Jersey Department of Labor (DOL) and Department of Environmental Protection (DEP) on all completed applications. To be eligible for an award, applicants must be in good standing with both DOL and DEP.

Grant awardees must agree that its employees, including founders and consultants, will conduct at least 50 percent of the company's work (calculated on an FTE basis) in New Jersey for a period of three years from the effective date of the grant agreement. Failure to comply will trigger a requirement that the applicant make full re-payment of the grant award within sixty days or as otherwise stated in the grant agreement.

Grant awardees must commit to reporting economic impact data to CSIT upon the completion of program for a period of five years pursuant to the grant agreement.

Grant awardees shall commit to participate in future CSIT/NJEDA/BPU alumni activities such as serving as a panel member or participating in interviews about Program experience.

Questions and Answers

- Questions concerning this Notice of Funding Availability will be accepted through the application deadline and should be submitted via e-mail to csitcleandemo@njeda.com. The subject line of the e-mail should state: "Pilot Clean Tech Demonstration Grant Program."
- CSIT will host a Webinar on the Program. Applicants will also have an opportunity to ask questions at that time. (<https://www.njeda.com/pilot-clean-tech-demonstration-grant-program/>)
- All questions received and answers provided in response to this Notice of Funding Availability will be answered in the form of a Frequently Asked Questions (FAQs) document, which will be posted and continuously updated on CSIT's website. (<https://www.njeda.com/pilot-clean-tech-demonstration-grant-program/>)

Confidentiality

Applications will be reviewed by staff of CSIT, NJEDA and NJBPU, together with the subject matter experts. All proposals will be subject to requests for disclosure, including but not limited to, a request pursuant to the Open Public Records Act ("OPRA"), N.J.S.A. 47:1A-1 et seq. If an applicant believes that information contained in its proposal merits confidential treatment pursuant to OPRA, any such purportedly confidential information submitted must be specifically identified and marked by the applicant.